

ROBERT SMITH

French Tutor

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

9+ years of experience as a French Tutor. A talented, well-organized and strong classroom performer, who has a proven track record of achieving excellent student success.

CORE COMPETENCIES

Multilingual, Fluent In French, Berber, Arabic, And English With Sales, Customer Service, And Teaching, Fast Learner, Proficient In Computer Including Windows, Outlook, Microsoft Office Word, Excel, PowerPoint, Siebel And More.

PROFESSIONAL EXPERIENCE

French Tutor

Self Employed - March 2011 – Present

Key Deliverables:

- Preparing and teaching French language and culture to students of all ages.
- Promoting “beyond the classroom” learning by encouraging students to participate in school french mingling sessions and cultural activities and advising students about meet-up groups, activities at various cultural events, and other opportunities to practice language extemporaneously.
- % of students met or exceeded their final learning objectives when tested outside of my class.
- Developed and instructed an eight-week summer immersion French program for seven local students.
- Consistently received outstanding feedback and monitored student progress.
- Maintaining a controlled and fun learning environment for children so that they are focused on understanding French and completing their homework assignments.
- Creating and adhering to lesson plans to further their educational goals, including speaking fluently in French.

Sales Manager

Target Pest Control Services - July 2009 – February 2011

Key Deliverables:

- Sales of service and negotiating contracts by using leads and cold calls.
- Performing technician duties. Interacting with customers, applying treatments.
- Managing daily operations. Scheduling daily route for technicians, assigning routes.
- Performing office duties. Processing payments (cash, credit cards and checks).
- Proficient with inventory management.
- Accurately understand and utility incentive programs.
- Prepare and exceed monthly and annual sales forecasts.

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EDUCATION

- Bachelor in Education - 1985 to 1989(Bouira Technology Institute Of Education - Bouira, Algeria)